



NOTICE OF MERGER APPLICATION

City of Manchester

Please list all owners, provide additional sheet if necessary

To be Completed by Applicant	8. Owner	Name
	Address	
1. Date of Submission	Telephone: Email:	
2. # of Lots to be Merged	Owner's Signature	
3. Lot Numbers Map/Lot # _____ Map/Lot # _____ Map/Lot # _____ Map/Lot # _____	Owner	Name
	Address	
	Telephone: Email:	
	Owner's Signature	
4. Location of Lots (Address)	9. Agent (If other than owner)	Name
	Address	
5. Zoning District:	Telephone: Email:	
6. Ward	Owner's Signature	
7. Was this property the subject of a variance from the ZBA? Yes <input type="checkbox"/> Case # _____ No <input type="checkbox"/>	10. Required Application Fees: 1. Application Fee \$25.00 (non-refundable) 2. Notice of Merger Fee \$75.00 11. Required Material: (Refer to attached Appendix F)	

PLANNING & COMMUNITY DEVELOPMENT USE ONLY, DO NOT WRITE BELOW THIS LINE

1. Materials Submitted <input type="checkbox"/> Plans <input type="checkbox"/> Reduced Plans <input type="checkbox"/> Abutters list <input type="checkbox"/> Application fee <input type="checkbox"/> Postage fee <input type="checkbox"/> Tax Card <input type="checkbox"/> PDF files <input type="checkbox"/> Other _____ _____	2. Fees: Application Fee _____ Review Fee _____ Postage _____	Receipt Stamp
	3. Date of HCRD Recording:	
		4. Date of Notice to Assessor's:

APPENDIX F

APPLICATION MATERIALS FOR 'NOTICE OF MERGER' SUBMISSIONS

I. BASIC SUBMISSION ITEMS

- (A) Application form signed by the applicant and owner of record of the property;
- (B) The application shall be accompanied by a check or cash to include an Application Fee of \$25.00 (non-refundable), and the Notice of Merger Fee of \$75.00;
- (C) (1) copy of recorded subdivision plan (if applicable);
- (D) (1) copy of the deed(s) with description of lot. (Deed prior to 1965 if a new building or a subdivision.);
- (E) (1) copy of the tax map and a current property card which you may purchase from the Assessor's Office, located at One City Hall Plaza-West Wing, Manchester, NH 03101;
- (F) Original executed **TYPED** "Notice of Merger";

- II. DIGITAL FILE FORMAT.** All plans must be submitted as a PDF file, one file for each plan. They are in addition to and do not replace any current submission requirements. Accompanying documentation or updated information supplied after submission must also be accompanied by a CD-ROM containing the amended or new information in PDF format. This digital format will be kept in the Planning Department digital files and may be used to send plans to Planning Board Members, abutters, peer review engineers, and all other interested parties.

NOTICE OF MERGER

Application for Voluntary Merger of Existing Lots made this _____ day of _____, 20_____, by _____ (Owner) having an address or principal place of business at _____ (Location) ,

WHEREAS, the Owner is the owner of (#) contiguous parcels of land located in Manchester, Hillsborough County, New Hampshire, as more particularly described in deed of (Name) to (Name) dated _____, (Year) _____, and recorded in the Hillsborough County Registry of Deeds in Book (#) _____, at Page (#) _____, said property is also identified as land and buildings at (Tax Map/Lot # and address) _____ in Manchester, and deed of (Name) to (Name) dated _____, (Year) _____, and recorded in the Hillsborough County Registry of Deeds in Book (#) _____, at Page (#) _____, said property is also identified as land and buildings at (Tax Map/Lot # and address) _____ in Manchester.

WHEREAS, such merger will not create a violation of current ordinances or regulations.

NOW THEREFORE, the Owner hereby makes application to approve the merger as above set forth and as provided for in RSA 674:39-a. Said merger shall not be effective until a copy of this merger has been filed for recording in the Hillsborough County Registry of Deeds and a copy sent to the Assessor, City of Manchester.

IN WITNESS WHEREOF, the Owner has executed this Notice of Merger as of the date stated above.

WITNESS:

(OWNER):

(Print)

(Print)

(Signature)

By: _____
(Signature)

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____, by _____.

Notary Public/Justice of the Peace
(Seal)

The above Application for Voluntary Merger of Existing Lots is endorsed and approved.

City of Manchester Planning Board

By: _____

Date: _____